



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

April 6, 2015

Dawn Theilen
410 ½ 3rd Ave No
Clear Lake, IA 50428

Dear Child Care Provider,

This letter is in regards to the 3-26-15 compliance check of your Level C2, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐ 110.4 No more children are in care than the rules for the specific category will allow.

☐ 110.5(1) Conditions in the home are safe, sanitary, and free of hazards. *(no blankets in cribs, no infants on couch, no infants sleeping in car seats unless dr's note)*

☐ 110.5(1)a Numbers for police, fire, ambulance, poison information posted by phone. *(must have posted and visible)*

☐ 110.5(1)h Is kept free from litter, rubbish and flammable materials. *(clear clutter and sharp materials from yard near door)*

☐ 110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. *(need in room where pack and play is)*

☐ 110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.

☐ 110.5(1)p Children under the age of one year are placed on their backs for sleeping unless otherwise authorized in writing by a physician. *(one infant sleeping in carseat with blanket, one infant on couch; infants must be sleeping flat on back unless there is a note from the dr)*

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every three years. *(Dan and Tim need on file)*

☐ 110.5(2)c A completed DHS Criminal History Record Check, form B, 595-1396. *(need on file David approved)*

☐ 110.5(2)c A completed Request for Child Abuse Information, form 470-0643

☐ 110.5(2)c A physician's signed statement of health and immunization status at the time of employment and at least every three years thereafter. *(needs updated)*

☐ 110.5(2)d A completed DHS Criminal History Record Check, form B, 595-1396. *(need on file Dan and Tim)*

☐ 110.5(2)d A completed Request for Child Abuse Information, form 470-0643 *(need on file)*

☐ 110.5(2)d A physician's signed statement of health of at the time of employment and at least every three years thereafter. *(need on file)*

☐ 110.5(8)a Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child and the parent's work address and telephone number. (3)

☐ 110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency. (3)

☐ 110.5(8)c A signed medical consent from the parent authorizing emergency treatment. (1)

☐ 110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance. (2)

☐ 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian. (1)

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (3)

☐ 110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child. (4)

☐ 110.5(8)g A signed and dated immunization certificate provided by the state department of public health. (4)

☐ 110.10(1)e If more than 8 children are present at any one time due to an emergency school closing exception, the provider shall be assisted by a DHS-approved assistant who is at least 18 years of age. *(10 children present with no assistant present)*

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration.

Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations within the next 45 days.

ANY FURTHER NON-COMPLIANCE REGARDING SAFE INFANT SLEEP WILL BE REASON FOR REVOCATION OF CHILD CARE REGISTRATION. I HAVE INCLUDED A DOCUMENT REGARDING SAFE SLEEP OF INFANTS.

☐ Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

Please do not hesitate to contact me at DHS at 641-421-1219 if you have any questions regarding this letter.

Sincerely,

Amanda Nash
Social Worker II

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 641-424-9559.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be

by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf and you can sign up for training at <http://ccmis.dhs.state.ia.us/trainingregistry/>

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).